

**FLASH MINUTES FOR THE
POLLUTION PREVENTION SUBGROUP MEETING**
February 9 - 10, 1998

ATTENDEES

Beth Berglund*	Bill Bilkovich	Sam Clowney*	Jan Connery
Linda Coerr	Kim Davis*	Norbert Dee	John deRuyter*
John Fanning*	Steve Gerritson*	Alex Johnson*	Bob Kerr
Chad Leatherwood	Miriam Lev-On*	Bob Morris*	Bill O'Sullivan*
Janet Peargin*	Fred Porter*	Raj Rangaraj	David Schanbacher*
Jocelyn Siegel	John Shoaff*	Chuck Solt*	Tom Tyler*
Jane Williams*	Heather Wright		

*Pollution Prevention Subgroup members

DISCUSSIONS AND DECISIONS

- Members of the four working groups (input, device operations, operator training, and output) presented their research and findings on pollution prevention techniques. The presentations were followed by discussion on how to focus these findings for recommendation to the Coordinating Committee.
- The members decided to request that the Coordinating Committee extend the Pollution Prevention Subgroup charter until the April 28-29 Coordinating Committee meeting. The purpose of this extension is to allow time for the Pollution Prevention Subgroup to reach closure on input, output, and operator training issues and to develop recommendations in these areas. In response to a concern expressed by some Subgroup members that Source Work Groups needed pollution prevention information before the end of April, Subgroup members agreed to establish a mechanism to relay information. One mechanism discussed was that the representatives from the Source Work Groups who are serving on the P2 Subgroup could informally disseminate information to their Work Groups as appropriate and with appropriate caveats (i.e., that the information is draft and may contain errors).
- Members agreed to adopt the outline proposed by Fred Porter for the Pollution Prevention Subgroup report to the Coordinating Committee. Members identified to write specific sections of this report should get their drafts to Fred Porter as soon as possible so that the report can be posted on the TTN by February 13. Because of the limited time, members will not have a chance to review and comment on the report prior to posting. However, members can review the report once it has been posted. Subgroup members agreed that if any member had an important comment on the posted report, he or she could forward that comment to Alex Johnson or Bill O'Sullivan who would mention that comment when they present the report to the Coordinating Committee.

- The Pollution Prevention subgroup reached consensus that the revised table summarizing good combustion practices should be recommended to the Coordinating Committee as guidance that the Coordinating Committee should distribute to the Source Work Groups for consideration in their regulatory development activities. This recommendation will be included in the Subgroup's report to the Coordinating Committee.
- The members agreed that the draft tables provided by the input and output working groups and the draft document developed by the operator training working group should not be posted on the TTN. However, once this information has been revised based on comments made during the meeting, it may be informally passed out by Pollution Prevention Subgroup members within their respective Source Work Groups and by Alex Johnson and Bill O'Sullivan to Coordinating Committee members. Any information summaries passed out in this way should be **CLEARLY** marked as **DRAFT** documents. The progress and status of the input, operator training, and output groups will be included in the Pollution Prevention Subgroup report to the Coordinating Committee which will be posted on the TTN.

ACTION ITEMS

- Fred Porter will notify Pollution Prevention Subgroup members when the Subgroup's report to the Coordinating Committee has been posted on the TTN.
- Fred Porter will revise the operator training draft document based on members' comments and distribute the revised document to the subgroup members.
- The input and output working groups will revise their tables to incorporate comments provided at the meeting and will distribute revised tables to all Subgroup members.
- The input and output working groups will continue to develop their tables and any other materials for use in developing recommendations to the Coordinating Committee. They will distribute any revised or new material to the members of the Pollution Prevention Subgroup for review prior to the March 18 teleconference.
- Alex Johnson will send out an e-mail informing the members of the Subgroup of the web site for the pharmaceutical industry NESHAP.

NEXT MEETINGS

- The goal of the next meetings is to work towards closure on input, operator training, and output recommendations. Also, the Subgroup will discuss how good combustion practices and operator training might be viewed in light of EPA's definition of pollution prevention.
- The Pollution Prevention subgroup will hold a conference call on March 18 at 1:00 p.m. EST. Fred Porter will provide the call-in number.
- The next meeting of the subgroup is scheduled to take place in Chicago on March 31 (all day, starting at 10:00 a.m. CST) and April 1 (all day, ending at 5:00 p.m. CST). John Fanning, Alex Johnson, and Steve Gerritson volunteered to arrange a conference room (preferably near the airport) for the next meeting and will inform members of the meeting location and recommended lodging.